



# ITB 2021-07 School Buses Pre-Bid Meeting

November 9, 2020



Delaware  
Department of Education



# Overview

*Invitation To Bid for the purchase of up to 43 2021 model school buses.*

*Important Dates*

*Response Requirements*

*Schedule for Performance of Work*

*Liquidated Damage Clause*

*Important Reminders*





# Invitation to Bid

- **Includes up to 43 (if funding and/or an emergency purchase request is granted to districts) 2021 or newer model school buses.**
- **Units 36-43 are listed due to the potential for emergency purchase requests by districts.**
  - **Buses could be under contract after the initial awarding based on the need and availability of funding.**
  - **The deadline for the delivery of these buses will be adjusted accordingly.**



# Important Dates

**November 9**

Pre-Bid Meeting  
1:00 p.m.

**November 20**

Deadline for  
Questions

**November 24**

Response to  
Questions  
Posted

**December 2 -  
2:00 p.m.**

Deadline for  
Proposals

**December**

Estimated  
Award  
Notification



# Response Requirements

- **Vendor Cover Letter**
- **Two (2) paper and (2) electronic copies of bid response paperwork**
- **Copies of all pricing spreadsheet tabs (Appendix B)**
- **One (1) complete, signed and notarized copy of non-collusion agreement (Attachment C)**
- **One (1) complete and signed copy of the Subcontractor Information Form (Attachment D) for each subcontractor – only provide if applicable.**
- **One (1) completed Business Reference form (Attachment E)**



# Response Requirements (cont.)

- **One (1) completed ITB Exception form (Attachment F)**
- **One (1) completed Confidential Information form (Attachment G)**
- **One (1) Bid Bond (Attachment I).**
- **One (1) list of all current and authorized repair facilities**
- **One (1) summary list of bus components and options**

**Failure to provide all appropriate information may deem the submitting vendor as “non-responsive” and exclude the vendor from further consideration.**



# Schedule for Performance of Work

- **Units to be delivered on or before August 13, 2021**
  - **Buses delivered to specified district.**
  - **Must be inspected & receive temporary registration.**
- **Awarded vendor must have authorized repair facilities within the State of Delaware, a mobile unit able to make repairs within (6) business days.**
- **List of authorized service locations must accompany the bus.**
- **Detailed summary of specific components and options must accompany the bus.**



# Liquidated Damages Clause

- Units are expected to be delivered on or before August 13, 2021.
- If delivered between August 13 – October 1, 2021, the liquidated damages are \$125.00 per working day.





# Liquidated Damage Clause (cont.)

- Liquidated Damages Clause
  - If delivered between August 13 and October 1, 2021 liquidated damages will be in the amount of \$125.00 per working day. If delivered October 1, 2021 or later, the liquidated damages will be in the amount of the minimal fee charged (\$3,750.00 per month as of bid preparation date, one-month minimum, which is \$125.00 per working day for each month), this means monthly charges for each unit for each month.
  - *Reminder: Loaner bus option removed due to state insurance issues in previous years ITB.*



# Important Reminders

- All delivered School Buses must meet Delaware School Bus Specifications 1105
  - <https://regulations.delaware.gov/AdminCode/title14/1100/1105.shtml>
- **Common Issues:**
  - Railroad Crossing Sign
    - 3.35.5 Each school bus shall be equipped with a sign on the left side of the rear bumper that says “WE STOP AT RAILROAD CROSSINGS”. The words “WE STOP AT” shall be four-inch capital letters conforming to “Series B” of Standard Alphabets for Highway Signs. The “RAILROAD CROSSING” portion of this signage shall be the universal round railroad crossing sign (minimum 6 inch diameter). The symbol and all lettering shall be black. The remainder of the signage shall be retroreflective NSBY material.



# Important Reminders (cont.)

- **Common Issues Continued:**
  - Seat spacing from rear of bus
    - .54.1.8 There shall be a minimum of 8" clearance between the top of the last seat and the rear interior of the bus.
  - External P.A. System
    - 3.49.1 There shall be installed a public address amplifier specifically designed for vehicular applications. Such system shall consist of an on off switch, volume control, and an inside outside speaker selector switch. Additionally, it shall have an outside speaker completely weather proofed a minimum 7 watt power capability and two interior dynamic speakers with a minimum diameter of 4 inches. These speakers shall be located above the window line, to the rear of the driver, and shall not project more than 1/2 inch from the interlining of the bus. There shall be no sharp edges or corners that could cause injury to a passenger. The outside speaker on Type A and B buses shall be located on the left front side of the-bus forward of the front wheels. On Type C buses the speaker shall be located in the engine compartment forward of the radiator or on the inside of the front bumper on the left side. On Type D buses the speaker shall be located under the floor on the left side of the bus between the front bumper and the left, front wheel.



# Important Reminders (cont.)

- The following buses are listed as gasoline:
  - Unit #6 – Capital School District
  - Unit #27 – Red Clay School District
  - \* These buses will be piloting the potential of allowing gasoline buses again. At this time contractors are not able to place gasoline buses on contract.*
- Where noted buses with option D (Electric Door) are accepting electric in lieu of air due to the bus being non-air brake equipped.
  - Unit #9-11- Christina
  - Unit #18-21 Christina
  - Unit #27- Red Clay



# Questions?

